

OFFICE OF THE TAHASILDAR, BAHANAGA

Order No. 4843 /Niz, Dt. 16/10/2025
QUOTATION CALL NOTICE

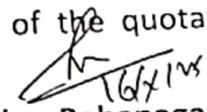
Sealed quotations are invited from interested reputed travel agency / tour operators or private individuals for providing **1 (one)** A/C diesel driver vehicles having sitting capacity not more than ten including driver which will shall conform to the term and condition (Annexure-A) for official use in Tahasli Bahanaga, Paikasta, District- Balasore on monthly hire basis.

1. The service provider shall have a valid GST registration to participate in the tendering.
2. The service provider, participating in the bidding process under the jurisdiction of Municipal corporations, shall be registered on GeM platform.
3. The vehicle must be in road -worthy condition shall not be more than 1 year old or less from the date of initial registration and must have valid registration certificate, insurance certificate, fitness certificate, valid contract carriage permit, proof of up to date tax payment etc. which are mandatory for playing of vehicle.
4. The type of vehicle permissible to be hired TUV – 300 /Bolero/Sumo Gold/ Ertiga.
5. The driver of the vehicle must have a valid driving license for driving light transport passenger vehicle and should be sufficiently experienced in driving transport passenger vehicle.
6. The driver should be well behaved gentle and obedient in nature and should remain alert 24 hours to drive the vehicle as and when required.
7. A sum of Rs. 5000/- shall be deposited by the intending bidders in shape of account payee bank draft drawn in favour of the Tahasildar, Bahanaga and submitted along with the tender as security deposit. After completion of quotations / tender process, the amount will be refunded to unsuccessful bidders.
8. The monthly rate of hire charge be quoted separately in the general bid information (excluding fuel and lubricants) (Annexure-B).
9. The monthly rate of hire charges will be maximum of Rs. 37,200/- or less (excluding diesel) (As per office memorandum No – 15836/F, Dt. 27.05.2025).



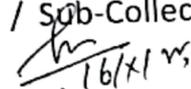
10. The vehicle must achieve a fuel efficiency of 10 (ten) kms per liter or more.
11. The details of the make and year of manufacture of the vehicle registration No, mileage (kms covered per liter) and name of the driver with driving license No and period of validity should be specifically provided in the general bid information to be furnished with the quotation (Annexure-B).
12. The owner shall make the payment to the driver towards his wages and all other dues.
13. The selected quotation has to execute an agreement in a stamped paper for a period of one year before the vehicle is engaged on hire and it will be renewed in every year subject to satisfaction of performance of vehicle & driver.
14. All types of repair of the vehicle shall be borne by the owner of the vehicle.
15. The quotation completed in all respect should reach the undersigned on before 31.10.2025 by 5.00 P.M. in presence of the bidders or their authorized representatives.
16. The application form of quotation containing General Bid information & Terms and conditions for Hiring of Vehicles etc. will be available on Odisha Govt. Website www.odisha.gov.in.

The authority reserves the right to reject all or any of the quotations without assigning any reasons thereof.


Tahasildar, Bahanaga

Memo No 4844 /Niz, Dt 16/10/2025

Copy submitted to the Additional District Magistrate, Balasore / Sub-Collector, Balasore for kind information.


Tahasildar, Bahanaga

Memo No 4845 /Niz, Dt 16/10/2025

Copy forwarded to the DEGM, Balasore for kind information & necessary action. He is requested to display the same in his website for wide publication.


Tahasildar, Bahanaga

Memo No 4846 /Niz, Dt 16/10/2025

Copy forwarded to the Block Development Officer, Bahanaga / Medical Officer, Gopalpur, CHC for kind information & necessary action. They are requested to display the same in his notice Board for wide publication/circulation.

Copy to Grama Panchayat Office, Gopalpur for information.

Copy to Office Notice Board for wide publication/circulation.

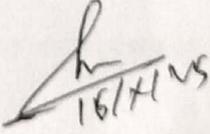

Tahasildar, Bahanaga



Terms & Conditions

The following terms and conditions must be fulfilled by bidder:

1. The hired vehicles, during period of contract, shall have all necessary valid MV documents such as valid Registration Certificate, Insurance Certificate, Pollution Certificate, Fitness Certificate, valid Contract Carriage Permit, proof of up-to-date tax payment etc. and D.L. of the driver available all the times.
2. The Department / Office hiring the vehicle shall not be responsible for any damage/ loss caused to hired vehicles or loss of life / injury made to any person or damage to any property on account of use of hired vehicle any manner whatsoever. The hirer shall be responsible for all such litigation.
3. The hire charges to be paid for monthly basis is final but does not include cost of fuel, which is to be paid separately as per existing Government norms. All the expenditure of the vehicle towards repair, replacement of spare parts, Lubricating oil of Engine, Gear Box & differential Coolant, Tyres & Tubes, Battery etc. will be borne by the bidder.
4. It shall be the responsibility of the bidder to provide a good driver and the remuneration of the driver shall be borne by the service provider.
5. In case of breakdown for reasons, whatsoever the replacement of a vehicle of the same or better model shall be provided by the service provider.
6. In case of the vehicle do not report regularly, the authority will be at liberty to terminate the agreement without prior notice.
7. The vehicles shall report for duty for minimum of 25 days in a month.
8. In case of emergency, the driver will have to report for duty as per the requirement. No extra payment shall be made.
9. Monthly hire charges and reimbursements towards cost of fuel (as per norm) will be paid in every succeeding month, as per as possible within fifteen days of the submission of bills by the service provider and no advance payment will be made.
10. The vehicle shall not be more than 3 years old from the initial registration and also in good running condition during the period of contract.
11. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
12. In case the service provider intends to withdraw the services of his vehicle and terminate the agreement, it shall be mandatory upon him to grant one month notice before such withdrawal of service and termination of agreement.
13. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.


Seal & Signature of
Quotation / Tender Calling Authority with Designation
Bahana, Paikasta

General Information

Sl No	Particulars	
1	Name of the Service Provider	
2	Complete Address	
3	GST Number	
4	GeM Registration Number	
5	Bank Account No and IFSC Code	
6	Registration No. of Vehicle	
7	Year of Manufacture	
8	Make & Model	
9	Date of registration	
10	Name & complete address of the owner of vehicle	
11	Fitness Certificate validity	
12	Pollution Certificate validity	
13	Permit validity	
14	Insurance validity	
15	Name / Address of the Driver	
16	D.L. No. & Validity of the D.L. of the Driver	
17	Contact Number of the Service provider	
18	Contact number of Driver	
19	Proposed hire Charge of the vehicle per month excluding fuel cost	
20	Rate of fuel consumption / Mileage per litre	

"Certified that the information submitted above is true to the best of my knowledge and belief."

Seal & Signature of Tenderer